

Communities of Opportunity Design Committee Meeting Notes

September 9, 2014

Attendees: Kirsten Wysen, Alice Ito, Stephanie Farquhar, Aaron Robertson, A.J. McClure, Sili Savusa, Michael Woo, Matias Valenzuela, Deanna Dawson, Sharon Toquinto, Jennifer Martin, Michael Brown, Hilary Franz, Frank Farrow, Judy de Barros, Dinah Wilson, Laurie Sylla, Nilofer Ahsan, Paola Maranan, Gordon McHenry, Bao-Tram Do, Holly Rohr Tran.

Welcome, Announcements and Review of Agenda

Congratulations to Jennifer Martin, who is now Vice President, Organizational Excellence at The Seattle Foundation and Alice Ito, who has been selected as Director of the Center for Community Partnerships. Jennifer will be transitioning out of her work with Communities of Opportunity (COO), and Alice will be taking more active role as co-leader (with Kirsten Wysen) of this group.

Deb Srebniak, King County Department of Community and Human Services, will be joining the COO evaluation team as Laurie Sylla transitions off this project.

The evaluation team encourages participation in survey; link was sent via email on Sept. 8 (subject line: Transformation Plan survey).

Process Check: Site Selection Process Overall

The group quickly reviewed the Communities of Opportunity Overview, Desired Results and Process document (which was revised at the Aug. 27 small group meeting) in order to orient themselves to this discussion.

Letter of Intent and Timeline

Adjustments to the proposed timeline for the place-based selection were discussed. The following points were raised for consideration when finalizing the timeline:

- Getting out into communities early to start talking about this opportunity will allow us to test it and incorporate helpful feedback in to this process and allow for some to self-select out.
 - This may set up an unfair advantage (or perception thereof). It is critical to be transparent about how this is being put out there
- Length of this process is starting to create some concern in the communities; organizations are preparing budgets for next year and trying to plan around expected revenues
- Don't need to have all information finalized to release the LOI – we can post additional info as we go along in this process. E.g. dates listed in current draft of LOI.

- Collaborations are time intensive to set up; allow enough time between LOI release and due dates for organizations to process through their governing bodies
- Sequence of Round 1 awards announcement and Round 2 LOI release – does it matter?
 - Policy/Systems (Round 1) funding announcements are anticipated to occur early Oct. (with communications to individual organizations happening the last week of Sept.).
 - Some orgs are waiting to see if they will be funded in round 1, in which case they would build a round 2 application upon it, and others are waiting to see who gets funded so that it informs collaborations/networking for the 2nd round
 - Suggestion to put out simplified LOI sooner rather than later, allow plenty of time from announcement of 1st round awardees for response
 - If releasing before announcement of 1st round, need to be clear around what we're looking for in terms of fit between the 1st and 2nd round. Could create some tension and awkward conversations in the overlap period.
- FAQ can help answer questions in the community
- Info sessions take time to set up

A small group from this Design Committee met on August 27 and modified the LOI document with the following changes:

- Got deeper and clearer about how the work is expected to be based in community and equity language
- Adjusted timeline
- Allowed for more flexibility for organizations to describe work in their language/context.
- Looked at:
 1. What criteria are going to be used to narrow applicant pool?
 2. How are we going to measure impact?

Additional feedback from this Design Committee included:

- Be clear about what results are you asking folks to drive toward. Develop a results framework that is one more level down in which some examples are provided and note that you are open to others.
- Don't lose sight of the meta-message between the 2 rounds of funding.
- Explicitly state that those not awarded \$ in first round are still eligible.

The Design Committee also responded to the revised intersection strategies document (aka, "gears" document):

- Start with results in mind – be clear what the results and indicators you have in mind are. Would be good to have a sense of high-level results and several indicators of what you are aiming for (with lots of study behind it about what moves other indicators). E.g. living wage jobs, families developing assets/savings. Have framework in each of the 3 areas (health, housing and econ. Opportunity). This results framework can be developed by small group.

- Simplify graphic – maybe 3 overarching outcomes, and a few indicators for each one. Identify key indicators that are tested by the community.
- Need to articulate theory of change; that is, our belief that if we could change systems and policies, will have bigger ripple effect, creating capacity for places to make changes.
- Having a short list of indicators (non-restrictive) to select from can serve to align folks.
- Proposal: have one page for each major outcome (health, housing and economic opportunity).
 - Challenge: How to display the intersections between outcomes? Could address this by cross-walking some of the same strategies that show up on more than one.
- If we're looking for cross-sector results, need to add this to the criteria.
 - LOI language currently reads: "Health, housing and/or Econ. Opportunity" – is cross-sector/intersection strategies more important?
 - Let's not set folks up to fail, to do more than they are capable of doing.
 - Are we setting up a false dichotomy?
 - Need to be clear on results and indicators, but what we expect of how communities can get there.

	Original Proposed Date	Revised Proposed Date
Revise LOI and results frame		Wk of Sept. 15
Release LOI	Sept. 22	Wk of Sept. 29
Information sessions	Sept. 25 Sept. 29 Oct. 3	Wk of Oct. 6 (perhaps conf. call?) Oct. 17 (distinct content from 1 st)
LOIs due	Oct. 30	Nov. 6
LOI review		
Site visits (5-8)	Week of Nov. 10	
Review panel recommends 3 sites	Nov. 25	Nov. 20?
TSF Board/KC sponsors review		Late Nov.
Site Notification		

Review committee and info sessions:

- Need input from Design Committee on what to present at info sessions
- Sensitivity around perceptions of community members' participation in presenting at info sessions
 - This sensitivity will continue for future rounds, so consider how we can bring community understanding along
- Need volunteers to serve on review panel – conflict of interest precludes participation.
- As this work evolves – needs to inform how we talk about our institutional transformations. Figure out some more flexible ways to getting some input.
- Important for community to know who is on the review panel

LOI Criteria:

- Needs more language about how we are doing things differently – identify what has been done in past, and articulate what we are doing differently.
- Need to be more overt about saying “we want you to tell us what you think will make the biggest difference in your community”

Initial 2 to 4 Month Co-design Period and Learning Community

- Need input on what sort of capacity building is useful and needed.
- Specify in LOI what we are expecting in terms of financial responsibilities/commitments (existence of business relationship in addition to working relationship)
- Small group should develop allowable use of funds examples – e.g., costs of keeping a collaboration together
- Measuring impact/desired results: community capacity to address equity

Next Steps:

- A small group meeting will be scheduled for week of Sept. 15 to:
 - come up with 3 one-pagers (which Alice, Frank and Kirsten will draft prior)
 - make key edits to LOI, criteria
 - Draft some examples of indicators or process that can be shared at info sessions.
 - Suggestion that there are 3 kinds of indicators-
 1. Measures of place/features of neighborhoods -
 2. Measures of people - break out by race
 3. Measures of how large organization’s/institution’s policies and practices have changed
 - What is a good number of indicators? Be clear about mapping longer-term, mid-term and shorter term returns.
- Finalize Round 2 timeline, including LOI release date and schedule info sessions

Compensation policy for Design Committee

The compensation policy discussed at previous meetings will be implemented for this group and future governance body.

Policy/systems RFP Update

- Currently in formal process of approving awards as recommended by review committee
- Adapted original funding plan in response to demonstrated community needs (over \$10M in requests for great innovative ideas were received)
- Lessons learned through this process can help guide future work of COO

The group discussed:

- This group can offer input on how we continue to connect with applicants and other efforts
- King County's funding level for 2015 and beyond is unclear at this time, but the Health and Human Services Transformation (including Communities of Opportunity) ongoing work is a priority, and resources will be leveraged where possible in addition to the institutional change being pursued through this work.

*Next and Final meeting: October 8 from noon-3 pm
White Center CDA (605 SW 108th St, Seattle, WA 98146)*